

**Virginia Indigent Defense Commission  
Personnel and Training Committee Meeting  
1604 Santa Rosa Road, Suite 239  
Richmond, Virginia 23229  
November 9, 2011**

The meeting was called to order by Chair, David Lett at 1:40 pm. Other committee members present were Judge Alan Rosenblatt, and Maria Jankowski. Quorum requirements have been met. Administrative staff included Executive Director, Dave Johnson; Deputy Director, DJ Geiger; and Administrative Assistant, Diane Pearson.

Upon motion duly made, seconded, and unanimously carried, the Minutes of the April 21, 2010 Personnel and Training Committee were approved.

Judge Rosenblatt moved that the Virginia Indigent Defense Commission's Personnel and Training Committee convene in closed session to discuss personnel issues pursuant to the personnel exemption contained in §2.2-37 (11) (A) (1) of the Code of Virginia.

This meeting will be attended only by members of the Personnel and Training Committee, however, pursuant to §2.2-37(12) (F) of the Code of Virginia, the Committee also requests the attendance of the Executive Director and the Deputy Director, because it is reasonable to believe that their presence will aid the Committee in its consideration of the matters which are the subject of the closed session.

Ms. Jankowski seconded the motion. The motion carried.

Judge Rosenblatt made a motion to reconvene in open session. Mr. Lett seconded the motion. The motion carried.

After reconvening into open session, Judge Rosenblatt called for a roll-call vote asking that each Committee member certify to the best of his or her knowledge, during closed session the Committee heard, discussed, or considered only public business matters that were lawfully exempted from open meeting requirements under the Freedom of Information Act.

Each member so certified.

Ms. Jankowski moved to adjourn. Judge Rosenblatt seconded the motion. The motion carried.

The meeting adjourned at 3:10 pm.

Respectfully Submitted:

Approved By:

---

Diane Z. Pearson, Administrative Assistant

---

David J. Johnson, Executive Director